

**MINUTES OF POLICE AND FIRE COMMISSION
MEETING OF NOVEMBER 18, 2021**

4:00 p.m.

City Council Chambers (203 South Farwell St)

MEMBERS PRESENT: Daniel Kincaid, Disa Wahlstrand, Stephanie Finn, Selika Ducksworth-Lawton, Kimberly Cronk

STAFF PRESENT: Fire Chief Chris Bell
Police Chief Matt Rokus
Deputy Fire Chief Matt Jaggar
Human Resources Director Victoria Seltun

The Commission convened in open session at 4:02 p.m. Meeting was called to order by President Dan Kincaid. President Kincaid asked if there were any corrections or additions to the minutes of the Police and Fire Commission meeting held on September 16th. No corrections or additions were noted, and the minutes stand approved as circulated.

Chief Bell provided a personnel update. The department has seen one separation since the last PFC Meeting, with another separation effective in the next few weeks. The department currently has one vacancy, and will have two vacancies by the end of the year. The Fire Inspector – Civilian position has been filled and the new employee will start with the department on December 6th. A brief discussion was held in regards to current CVTC enrollment figures and future hiring concerns.

Chief Bell also provided an operational update. The remodel of Station 6 is moving forward. The Fire Department requested six additional staff members for 2022, however, the budget was recently approved by City Council and no additional staff members were added. The department has received one new ladder truck and will be obtaining another one within the next few months; when that is received they will sell one of their existing ladder trucks.

Chief Bell requested guidance from the Commissioners regarding a personnel issue. The issue deals with the need for Fire Fighters to have their paramedic license and when they may be eligible to no longer renew that license. Discussion was held and it was determined that the business policy put in place by Chief Bell is the best process and will remain in place without the Commission's action at this time.

Chief Rokus provided a personnel update. The four newest officers have graduated from the CVTC program and are working to complete their field training, which they should finish in February. The eligibility list that was approved by the PFC has now been exhausted. There is one tentative offer from that list. The department has had one resignation since the last PFC meeting, which puts their current openings at six. There are five anticipated retirements for 2022. With medical leaves, training, openings, etc. the department is currently down 18 police officers. A brief discussion was held in regards to the current personnel situation and future

hiring concerns. Chief Rokus is planning on a promotional process being held next year to fill two lieutenant vacancies.

Chief Rokus also provided an operational update. The department was involved in a critical incident on November 3rd which resulted in an officer-involved death. An outside criminal investigation is being held and an internal administrative policy/training compliance evaluation is also being conducted. The officers involved are currently on administrative assignment until the investigation is completed. Chief Rokus does not believe that any criminal charges will be filed in association with the incident. A complete report should be made public by the DA's office after the investigation is completed.

A discussion regarding potential strategies to supplement police officer and fire fighter hiring processes was held.

President Kincaid asked if there are any future agenda items. None were noted.

At 5:24 p.m., motion was made by Commissioner Wahlstrand, seconded by Commissioner Finn, and passed by unanimous roll call vote to go into closed session to conduct the informal performance review of the Police Chief, Matt Rokus.

Chief Bell and Deputy Chief Matt Jaggar left the meeting at 5:24 p.m.

At 5:48 p.m., motion was made by Commissioner Ducksworth-Lawton, seconded by Commissioner Cronk, and passed unanimously to move into open session.

Commissioner Cronk noted that she would like to see an agenda topic on the new system of care that the Police Department is involved in creating with respect to the ECASD and School Resource Officers at a future meeting.

Motion was made by Commissioner Wahlstrand to adjourn the meeting, seconded by Commissioner Finn, and the meeting was adjourned at 5:49 p.m.

The next regularly-scheduled Police and Fire Commission meeting is January 20th, 2022.

Minutes recorded by Kelly Shea, Police and Fire Commission Secretary.